

Financial Report
Terrebonne Parish Fire District No. 6
Montegut, Louisiana
December 31, 2004

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 7-13-05

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FINANCIAL SECTION



Bourgeois Bennett

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners,
Terrebonne Parish Fire District No. 6,
Montegut, Louisiana.

We have audited the accompanying basic financial statements of the governmental activities of Terrebonne Parish Fire District No. 6 (the District), a component unit of Terrebonne Parish Consolidated Government, State of Louisiana, as of and for the year ended December 31, 2004, as listed in the table of contents. These basic financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall basic financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

The financial statements referred to above do not include financial data of the District's legally separate component unit, which accounting principles generally accepted in the United States of America require to be reported with the financial data of the District. As a result, the District's financial statements do not purport to, and do not, present fairly the financial position of the reporting entity of the Terrebonne Parish Fire District No. 6, as of December 31, 2004, and the changes in its financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In our opinion the basic financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of Terrebonne Parish Fire District No. 6 as of December 31, 2004, and the changes in financial position and the budgetary comparison for the District for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Management's Discussion and Analysis on pages 3 through 8 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with Government Auditing Standards, we have also issued our report dated May 31, 2005 on our consideration of Terrebonne Parish Fire District No. 6's internal control over financial reporting and our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be read in conjunction with this report in considering the results of our audit.

Bourgeois Bennett, L.L.C.
Certified Public Accountants.

Houma, Louisiana,
May 31, 2005.

MANAGEMENT'S DISCUSSION AND ANALYSIS

Terrebonne Parish Fire District No. 6

The Management's Discussion and Analysis of the Terrebonne Parish Fire District No. 6's (the District) financial performance presents a narrative overview and analysis of the District's financial activities for the year ended December 31, 2004. This document focuses on the current year's activities, resulting changes, and currently known facts. Please read this document in conjunction with basic financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

The District's assets exceeded its liabilities at the close of fiscal year 2004 by \$958,656 (net assets), which represents a 12.21% decrease from last fiscal year.

The District's revenue decreased \$27,816 (or 6.75%) primarily due to a decrease in ad valorem taxes and in miscellaneous revenue for a note receivable in the prior year.

The District's expenditures increased \$45,048 (or 9.53%) primarily attributed to the intergovernmental expense for the construction of the Training Facility in conjunction with another district.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's basic financial statements. The District's annual report consists of three parts: (1) management's discussion and analysis (this section), (2) basic financial statements, and (3) various governmental compliance reports and schedules by certified public accountants and management.

The basic financial statements include two kinds of statements that present different views of the District:

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private sector business. The statement of net assets presents information on all of the District's assets and liabilities, with the difference between the two reported as net assets. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. The statement of activities presents information showing how the District's net assets change during each fiscal year. All changes in net assets are reported as soon as the underlying event giving rise

to the change occurs regardless of the timing related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods. The governmental activity of the District is public safety which is comprised of various programs that include construction, maintenance, and operation of fire protection facilities and the prevention and extinguishing of fires.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District has one governmental fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains one individual governmental fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund. The District adopts an annual budget for its General Fund. A budgetary comparison statement has been provided for the General Fund to demonstrate compliance with this budget. The basic governmental fund financial statements can be found on pages 9-13 of this report.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provide in the government-wide and fund financial statements. The notes to the financial statements can be found in Exhibit F of this report.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net assets may serve over time as a useful indicator of the District's financial position. As of December 31, 2004, assets exceeded liabilities by \$958,656. A large portion of the District's net assets (67.44 %) reflects its investment in capital assets (e.g., land; construction in progress, buildings, machinery and equipment, office furniture, fixtures and equipment). Consequently, these assets are not available for future spending.

Condensed Statements of Net Assets

	December 31,		Dollar Change
	2004	2003	
Current and other assets	\$ 727,349	\$ 786,470	\$ (59,121)
Capital assets	646,533	711,336	(64,803)
Total assets	1,373,882	1,497,806	(123,924)
Current and Other Liabilities	415,226	405,810	9,416
Net assets:			
Invested in capital assets	646,533	711,336	(64,803)
Unrestricted	312,123	380,660	(68,537)
Total nets assets	\$ 958,656	\$ 1,091,996	\$ (133,340)

Governmental Activities

Governmental activities decreased the District's net assets by \$133,340. Key elements of this decrease are as follows:

Condensed Changes in Net Assets

	December 31,		Dollar	Total
	2004	2003	Change	Percent
				Change
Revenues:				
Ad valorem taxes	\$ 336,456	\$ 348,493	\$ (12,037)	-3.45%
Intergovernmental	40,043	39,342	701	1.78%
Charges for services	700	1,400	(700)	-50.00%
Miscellaneous	7,295	23,075	(15,780)	-68.39%
Total revenues	<u>384,494</u>	<u>412,310</u>	<u>(27,816)</u>	-6.75%
Expenses:				
General Government	17,748	16,552	1,196	7.23%
Public Safety	460,086	456,234	3,852	0.84%
Intergovernmental Expense	40,000	-	40,000	-
Total expenses	<u>517,834</u>	<u>472,786</u>	<u>45,048</u>	9.53%
Decrease in net assets	(133,340)	(60,476)	(72,864)	120.48%
Net assets beginning of year	<u>1,091,996</u>	<u>1,152,472</u>	<u>(60,476)</u>	-5.25%
Net assets end of year	<u>\$ 958,656</u>	<u>\$ 1,091,996</u>	<u>\$ (133,340)</u>	-12.21%

Ad Valorem taxes decreased due to a decrease in the amount of ad valorem taxes collected. Miscellaneous revenue decreased by 68.39% primarily due to a note received in the prior year. Public safety expenditures increased by \$3,852. This net increase is due to the increase in salaries offset by a decrease in supplies. In addition, intergovernmental expenses increased by \$40,000 for the construction of the Training Facility in conjunction with another district.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the District's governmental fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the District's financing requirements. In particular, unreserved fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year. As of the end of the current fiscal year, the District's governmental fund reported ending fund balances of \$312,123, a decrease of \$68,537 in comparison with the prior year.

General Fund Budgetary Highlights

The budget was amended twice during the year. The primary reasons for amending the budget were to prevent compliance violations under state law. The major differences between the original General Fund budget and the final amended budget were as follows:

Revenues

- Ad Valorem Taxes were reduced to approximate amount collected.
- Miscellaneous revenue increased due to the Wal-mart detector program.

Expenditures

- Intergovernmental Expense increased to budget the amount of the District's portion of the training field.

During the year, revenues exceeded budgetary estimates and expenditures were less than budgetary estimates.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The District's investment in capital assets for its governmental activities as of December 31, 2004, amounts to \$646,533 (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, buildings, office furniture, equipment, and fixtures; and machinery and equipment (see table below).

	<u>2004</u>	<u>2003</u>
Land	\$ 4,378	\$ 4,378
Buildings	632,243	632,243
Machinery and equipment	959,812	947,251
Office furniture, equipment and fixtures	<u>30,632</u>	<u>28,534</u>
Totals	<u>\$ 1,627,065</u>	<u>\$ 1,612,406</u>

Major capital asset events during the current fiscal year included the following:

- The purchase of a new air conditioning unit for the community room at the Montegut fire station.
- Purchase of furniture for community rooms at the Montegut and Point-Aux-Chenes Fire Stations.

Additional information on the District's capital assets can be found in the Note 5, Exhibit F of this report.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES

The Board of Directors considered the following factors and indicators when setting next year's budget, rates, and fees. These factors and indicators include:

- Ad valorem tax revenue budgeted is the estimated amount of the November 2004 assessment at 12.50 mills.
- Wages are budgeted to reflect a 2% pay increase for all full-time personnel.
- A one time increase of \$15,000 was budgeted to assist in obtaining sufficient funds for the purchase and/or construction of a burn building.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the District's finances for all those with an interest in the District's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to Board of Directors of the Terrebonne Parish Fire District No. 6, 1105 Highway 55, Montegut, Louisiana 70377.

**STATEMENT OF NET ASSETS AND
GOVERNMENTAL FUND BALANCE SHEET**

Terrebonne Parish Fire District No. 6

December 31, 2004

	<u>General Fund</u>	<u>Adjustments (Exhibit B)</u>	<u>Statement of Net Assets</u>
Assets			
Investments	\$ 335,569	\$ -	\$ 335,569
Receivables:			
Taxes	8,210	-	8,210
Miscellaneous	2,059	-	2,059
Prepaid insurance	19,811	-	19,811
Due from other governmental units	361,700	-	361,700
Capital assets:			
Non-depreciable	-	4,378	4,378
Depreciable, net of accumulated depreciation	<u>-</u>	<u>642,155</u>	<u>642,155</u>
Total assets	<u>\$ 727,349</u>	<u>646,533</u>	<u>1,373,882</u>
Liabilities			
Accounts payable and accrued expenditures	\$ 39,200	-	39,200
Due to Terrebonne Parish Consolidated Government	956	-	956
Deferred revenue	<u>375,070</u>	<u>-</u>	<u>375,070</u>
Total liabilities	<u>415,226</u>	<u>-</u>	<u>415,226</u>
Fund Balances/Net Assets			
Fund balances -			
Reserved:			
Prepaid insurance	19,811	(19,811)	-
Unreserved:			
Designated for subsequent year's expenditures	131,936	(131,936)	-
Undesignated	<u>160,376</u>	<u>(160,376)</u>	<u>-</u>
Total fund balances	<u>312,123</u>	<u>(312,123)</u>	<u>-</u>
Total liabilities and fund balances	<u>\$ 727,349</u>		
Net assets:			
Invested in capital assets		646,533	646,533
Unrestricted		<u>312,123</u>	<u>312,123</u>
Total net assets		<u>\$ 958,656</u>	<u>\$ 958,656</u>

See notes to financial statements.

RECONCILIATION OF THE GOVERNMENTAL FUND
BALANCE SHEET TO THE STATEMENT OF NET ASSETS

Terrebonne Parish Fire District No. 6

December 31, 2004

Fund Balance - Governmental Fund		\$ 312,123
Amounts reported for governmental activities in the statement of net assets are different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the governmental fund.		
Governmental capital assets	\$ 1,627,065	
Less accumulated depreciation	<u>(980,532)</u>	<u>646,533</u>
Net Assets of Governmental Activities		<u>\$ 958,656</u>

See notes to financial statements.

**STATEMENT OF ACTIVITIES AND STATEMENT OF
GOVERNMENTAL FUND REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE**

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

	General Fund	Adjustments (Exhibit D)	Statement of Activities
Revenues			
Taxes	\$ 336,456		\$ 336,456
Intergovernmental:			
State of Louisiana:			
State revenue sharing	9,231		9,231
Fire insurance tax	11,804		11,804
Rural development grant	5,178		5,178
Supplemental pay	13,830		13,830
Charges for services	700		700
Miscellaneous:			
Interest	5,220		5,220
Other	2,075		2,075
Total revenues	<u>384,494</u>		<u>384,494</u>
Expenditures/Expenses			
Current:			
General government:			
Ad valorem tax adjustment	78		78
Ad valorem tax deductions	17,670		17,670
Total general government	<u>17,748</u>		<u>17,748</u>
Public safety:			
Personal services	242,560		242,560
Supplies and materials	30,229		30,229
Other services and charges	82,939		82,939
Repairs and maintenance	24,896		24,896
Depreciation	-	\$ 79,462	79,462
Total public safety	<u>380,624</u>	<u>79,462</u>	<u>460,086</u>
Capital outlay	14,659	(14,659)	-
Intergovernmental expense	40,000	-	40,000
Total expenditures/expenses	<u>453,031</u>	<u>64,803</u>	<u>517,834</u>
Deficiency of Expenditures Over Revenues	(68,537)	68,537	-
Change in Net Assets	-	(133,340)	(133,340)
Fund Balance/Net Assets			
Beginning of year	380,660	711,336	1,091,996
End of year	<u>\$ 312,123</u>	<u>\$ 646,533</u>	<u>\$ 958,656</u>

See notes to financial statements.

**RECONCILIATION OF THE STATEMENT OF GOVERNMENTAL
FUND REVENUES, EXPENDITURES AND CHANGES IN FUND
BALANCE TO THE STATEMENT OF ACTIVITIES**

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

Net Change in Fund Balance - Governmental Fund **\$ (68,537)**

Amounts reported for governmental activities in the statement of activities
are different because:

Governmental funds report capital outlays as expenditures. However, in
the statement of activities the cost of those assets is allocated over their
estimated useful lives and reported as depreciation expense.

Capital outlay	\$	14,659	
Depreciation expense		(79,462)	
			(64,803)
Excess of depreciation expense over capital outlay			(64,803)

Change in Net Assets of Governmental Activities **\$ (133,340)**

See notes to financial statements.

**STATEMENT OF GOVERNMENTAL FUND REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL -
GENERAL FUND**

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Favorable</u>
				<u>(Unfavorable)</u>
Revenues				
Taxes	\$ 337,785	\$ 336,000	\$ 336,456	\$ 456
Intergovernmental:				
State of Louisiana:				
State revenue sharing	8,500	9,200	9,231	31
Fire insurance tax	9,500	11,800	11,804	4
Rural development grant	5,175	5,175	5,178	3
Supplemental pay	14,400	13,800	13,830	30
Charges for services	1,000	700	700	-
Miscellaneous:				
Interest	5,000	5,150	5,220	70
Other	-	650	2,075	1,425
Total revenues	<u>381,360</u>	<u>382,475</u>	<u>384,494</u>	<u>2,019</u>
Expenditures				
Current:				
General government:				
Ad valorem tax adjustment	5,000	200	78	122
Ad valorem tax deductions	<u>14,500</u>	<u>17,700</u>	<u>17,670</u>	<u>30</u>
Total general government	<u>19,500</u>	<u>17,900</u>	<u>17,748</u>	<u>152</u>
Public safety:				
Personal services	254,503	251,700	242,560	9,140
Supplies and materials	50,000	45,500	30,229	15,271
Other services and charges	106,850	104,300	82,939	21,361
Repairs and maintenance	<u>30,000</u>	<u>27,500</u>	<u>24,896</u>	<u>2,604</u>
Total public safety	<u>441,353</u>	<u>429,000</u>	<u>380,624</u>	<u>48,376</u>
Capital outlay	<u>48,500</u>	<u>47,600</u>	<u>14,659</u>	<u>32,941</u>
Intergovernmental Expense	<u>10,000</u>	<u>40,000</u>	<u>40,000</u>	<u>-</u>
Total expenditures	<u>519,353</u>	<u>534,500</u>	<u>453,031</u>	<u>81,469</u>
Deficiency of Revenues				
Over Expenditures	(137,993)	(152,025)	(68,537)	83,488
Fund Balance				
Beginning of year	<u>207,180</u>	<u>380,660</u>	<u>380,660</u>	<u>-</u>
End of year	<u>\$ 69,187</u>	<u>\$ 228,635</u>	<u>\$ 312,123</u>	<u>\$ 83,488</u>

See notes to financial statements.

NOTES TO FINANCIAL STATEMENTS

Terrebonne Parish Fire District No. 6

December 31, 2004

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Terrebonne Parish Fire District No. 6 (the District) conform to accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of significant accounting policies:

a) Reporting Entity

The District is a component unit of Terrebonne Parish Consolidated Government (the Parish) and as such, these financial statements will be included in the comprehensive annual financial report (CAFR) of the Parish for the year ended December 31, 2004.

An objective of GASB Statement 14, The Financial Reporting Entity, and GASB Statement 39, Determining Whether Certain Organizations Are Component Units, is that all entities associated with a primary government or its component units are potential component units, themselves, and should be evaluated for inclusion in the financial reporting entity. Statement 39 amends Statement 14 to provide additional guidance to determine whether certain organizations for which the primary government is not financially accountable should be reported as component units based upon the nature and significance of their relationship with the primary government or its component units. Generally, it requires reporting, as a component unit, an organization that raises and holds economic resources for the direct benefit of a governmental unit. Organizations that are legally separate, tax-exempt entities and that meet all of the following criteria should be discretely presented as component units. These criteria are:

1. The economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the District, its component units or its constituents.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

a) Reporting Entity (Continued)

2. The District, or its component units, is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization.

3. The economic resources received or held by an individual organization that the District, or its component units, is entitled to, or has the ability to otherwise access, are significant to the District.

The basic financial statements do not include the Montegut Volunteer Fire Department (the Department) which is considered to be a component unit of the District. The Department provides manpower, materials and supplies to the District for the purpose of providing public safety. As such, the accompanying financial statements are not intended to and do not report in accordance with generally accepted accounting principles.

b) Basis of Presentation

The District's basic financial statements consist of the government-wide statements on all activities of the District and the governmental fund financial statements.

Government-wide Financial Statements:

The government-wide financial statements include the Statement of Net Assets and the Statement of Activities for all activities of the District. The government-wide presentation focuses primarily on the sustainability of the District as an entity and the change in aggregate financial position resulting from the activities of the fiscal period. Governmental activities generally are financed through taxes, intergovernmental revenues and other nonexchange revenues.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

b) Basis of Presentation (Continued)

Fund Financial Statements:

The fund financial statements are very similar to the traditional government fund statements as presented by governments prior to the issuance of Statement No. 34. Emphasis is now on the major funds in governmental activities. The daily accounts and operations of the District continue to be organized on the basis of a fund and accounts groups, each of which is considered a separate accounting entity. The operations of the fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures. Government resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled. The following is the Governmental Fund of the District:

General Fund - The General Fund is the general operating fund of the District. It is used to account for all financial resources except those that are required to be accounted for in another fund. The General Fund is always a major fund.

c) Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Government-wide Financial Statements:

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized in the year for which they are levied.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

c) Measurement Focus and Basis of Accounting (Continued)

Fund Financial Statements:

All governmental funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (revenues and other financing sources) and decreases (expenditures and other uses) in net current assets. Governmental funds are maintained on the modified accrual basis of accounting.

Governmental fund revenues resulting from exchange transactions are recognized in the fiscal year in which the exchange takes place and meets the government's availability criteria (susceptible to accrual). Available means that the resources will be collected within the current year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current year. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Ad valorem taxes and the related state revenue sharing (Intergovernmental revenue) are recognized as revenue in the period for which levied, thus the 2004 property taxes which are being levied to finance the 2005 budget will be recognized as revenue in 2004. The 2004 tax levy is recorded as deferred revenue in the District's 2004 financial statements. Charges for services are recorded when earned since they are measurable and available. Miscellaneous revenues are recorded as revenues when received in cash by the District because they are generally not measurable until actually received.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. An exception to this general rule is accumulated unpaid vacation and sick leave which is recognized when paid. Allocations of cost such as depreciation are not recognized in the governmental funds.

d) Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

e) Operating Budgetary Data

As required by the Louisiana Revised Statute 39:1303, the Board of Commissioners (the Board) adopted a budget for the District's General Fund. The budgetary practices include public notice of the proposed budget, public inspection of the proposed budget and a public hearing on the budget prior to adoption. Any amendment involving the transfer of monies from one function to another or increases in expenditures must be approved by the Board. The District amended its budget twice during the year. All budgeted amounts which are not expended, or obligated through contracts, lapse at year end.

The General Fund budget is adopted on a basis materially consistent with accounting principles generally accepted in the United States of America.

f) Accounts Receivable

The financial statements for the District contain no allowance for uncollectible accounts. Uncollectible amounts due for ad valorem taxes are recognized as bad debts at the time information becomes available which would indicate the uncollectibility of the particular receivable. These amounts are not considered to be material in relation to the financial position or operations of the funds.

g) Investments

Investments are stated at fair value as established by open market, except for the Louisiana Asset Management Pool (LAMP). LAMP is an external pool which is operated in a manner consistent with the SEC's Rule 2a7 of the Investment Company Act of 1940. Rule 2a7 allows SEC-registered mutual funds to use amortized cost rather than fair value to report net assets to compute share prices if certain conditions are met.

Some District monies are held and invested by the Parish. Investments during the year consisted of Certificates of Deposit, Federal National Mortgage Association Notes, Federal Home Loan Mortgage Corporation Notes and LAMP.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

h) Prepaid Insurance

The District has recorded prepaid insurance in its General Fund. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

i) Capital Assets

The accounting treatment over property, plant and equipment (capital assets) depends on whether the assets are reported in the government-wide or fund financial statements.

Government-wide Financial Statements:

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets purchased or acquired with an original cost of \$500 or more are valued at historical cost, or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

Depreciation of all exhaustible capital assets is recorded as an expense in the Statement of Activities, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Buildings	25 - 40 years
Machinery and equipment	5 - 20 years
Office furniture, fixtures and equipment	5 - 10 years

Fund Financial Statements:

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

j) Vacation and Sick Leave

Accumulated vacation and sick leave is recorded as an expenditure of the period in which paid in the Governmental Fund.

Full time employees are entitled to eighteen days vacation after one year of service. Each year the employee must take their vacation time before their anniversary date (day they first began working), if not taken by their anniversary date the vacation time is forfeited. The vacation period shall be increased one day for each year of service over ten years, up to a maximum vacation period of thirty days. There is no material accumulated vacation at December 31, 2004.

Every fireman in the employ of a fire protection district shall be entitled to full pay during sickness or incapacity not brought about by his own negligence or culpable indiscretion for a period of not less than fifty-two weeks. A fireman employed by any fire protection district who draws full pay during sickness or incapacity shall have such pay decreased by the amount of workers' compensation benefits actually received by the employee. A fireman is entitled to sick leave benefits even though the injury or illness may have occurred while he was off duty. Firemen are not prohibited from engaging in part-time employment while receiving sick leave. A probationary fireman who is not a regular or permanent fireman is not entitled to sick leave benefits provided by the District. There is no accumulated sick leave for the District at December 31, 2004.

k) Fund Equity

Government-wide Statements:

Equity is classified as net assets and displayed in three components:

- a. Invested in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction or improvement of those assets, if any. At December 31, 2004 the District had no outstanding borrowings.

Note 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

k) Fund Equity (Continued)

- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributions or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

When both restricted and unrestricted resources are available for use, it is the District’s policy to use restricted resources first, then unrestricted resources as they are needed. As of December 31, 2004 and for the year then ended, the District did not have or receive restricted net assets.

Fund Financial Statements:

Governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated. Designated fund balance represents tentative plans for future use of financial resources that may be subject to change.

Note 2 - DEPOSITS AND INVESTMENTS

Deposits:

Louisiana state law allows all political subdivision to invest excess funds in obligations of the United States or any other federally insured investments. Certificates of deposit of any bank domiciled or having branch office in the state of Louisiana guaranteed investment contracts and investment grade (A-1/ P-1) commercial paper of domestic corporation.

State law requires deposits (cash and certificates of deposit) of all political subdivisions to be fully collateralized at all times. Acceptable collateralization includes FDIC insurance and the market value of securities purchased and pledged to the political subdivision. Obligations of the United States, the State of Louisiana and certain political subdivisions are allowed as security for deposits. Obligations furnished as security must be held by the political subdivision or with an unaffiliated bank or trust company for the account of the political subdivision.

Note 2 - DEPOSITS AND INVESTMENTS (Continued)

Cash and deposits are categorized into three categories of credit risk.

Category 1 includes deposits covered by federal depository insurance or by collateral held by the District or its agent in the District's name.

Category 2 includes deposits covered by collateral held by the pledging financial institution's trust department or its agent in the District's name.

Category 3 includes deposits covered by collateral held by the pledging financial institution or its trust department or agent but not in the District's name and deposits which are uninsured or uncollateralized.

The year end balances of deposits are as follows:

	Bank Balances			
	Category			Book
	1	2	3	Balance
Cash	\$ 8,972	\$ -	\$ -	\$ -
Certificates of deposit	<u>100,000</u>	<u>-</u>	<u>133,189</u>	<u>233,189</u>
Totals	<u>\$108,972</u>	<u>\$ -</u>	<u>\$133,189</u>	<u>\$233,189</u>

Investments:

Investments held at December 31, 2004 consist of \$102,380 in the Louisiana Asset Management Pool (LAMP), a local government investment pool. In accordance with GASB Codification Section 150.126, the investment in LAMP at December 31, 2004 is not categorized in the three risk categories provided by GASB Codification Section 150.125 because the investment is in the pool of funds and therefore not evidenced by securities that exist in physical or book entry form.

LAMP is administered by LAMP, Inc., a non-profit corporation organized under the laws of the State of Louisiana. Only local government entities having contracted to participate in LAMP have an investment interest in its pool of assets. The primary objective of LAMP is to provide a safe environment for the placement of public funds in short-term, high quality investments. The LAMP portfolio includes only securities and

Note 2 - DEPOSITS AND INVESTMENTS (Continued)

other obligations in which local governments in Louisiana are authorized to invest in accordance with LSA-R.S. 33:2955. Accordingly, LAMP investments are restricted to securities issues, guaranteed or backed by the U.S. Treasury, the U.S. government or one of its agencies, enterprises or instrumentalities, as well as repurchase agreements collateralized by those securities.

Effective August 1, 2001, LAMP's investment guidelines were amended to permit the investment in government-only money market funds. In its 2001 Regular Session, the Louisiana Legislature (Senate Bill No. 512, Act 701) enacted LSA-R.S. 33:2955(A)(1)(h) which allows all municipalities, parishes, school boards and other political subdivisions of the State to invest in "Investment grade (A-1/P-1) commercial paper of domestic United States corporations." Effective October 1, 2001, LAMP's Investment Guidelines were amended to allow the limited investment in A-1 or A-1+ commercial paper.

The dollar weighted average portfolio maturity of LAMP assets is restricted to not more than 90 days, and consists of no securities with a maturity in excess of 397 days. LAMP is designed to be highly liquid to give its participants immediate access to their account balances. The investments in LAMP are stated at fair value based on quoted market rates. The fair value is determined on a weekly basis by LAMP and the value of the position in the external investment pool is the same as the value of the pool shares.

LAMP, Inc. is subject to the regulatory oversight of the state treasurer and the board of directors. LAMP is not registered with the SEC as an investment company.

A reconciliation of deposits and investments as shown on the Combined Balance Sheet for the District is as follows:

Reported amount of deposits	\$233,189
Reported amount of investments	<u>102,380</u>
Total	<u>\$335,569</u>
Cash	\$ -
Investments	<u>335,569</u>
Total	<u>\$335,569</u>

Note 3 - PROPERTY TAXES

Property taxes are levied each November 1 on the assessed value listed as of the prior January 1 for all real property, merchandise and movable property located in the Parishes of Terrebonne and Lafourche. Assessed values are established by the Terrebonne and Lafourche Parish Assessor's Office and the State Tax Commission at percentages of actual value as specified by Louisiana law. A reevaluation of all property is required to be completed no less than every four years. The last reevaluations were completed for the list of January 1, 2004. Taxes are due and payable December 31 with interest being charged on payments after January 1. Taxes can be paid through the tax sale date, which is the last Wednesday in June. Properties for which the taxes have not been paid are sold for the amount of the taxes. The tax rate for the year ended December 31, 2004 was \$12.50 per \$1,000 of assessed valuation on property within Fire District No. 6 for the purpose of acquiring purchasing, constructing, improving, maintaining and operating fire protection facilities and equipment within the District and paying the cost of obtaining water for fire protection purposes. As indicated in Note 1c, taxes levied November 1, 2004 are for budgeted expenditures in 2005 and will be recognized as revenues in 2005.

Note 4 - DUE FROM OTHER GOVERNMENTAL UNITS

Amounts due from other governmental units at December 31, 2004 consisted of the following:

State of Louisiana - State revenue sharing	\$ 6,304
Lafourche Parish Tax Collector - December, 2004 collections remitted to the District in January, 2005:	
Ad valorem taxes	11,285
Terrebonne Parish Tax Collector - December, 2004 collections remitted to the District in January, 2005:	
Ad valorem taxes	<u>344,111</u>
Total	<u>\$361,700</u>

Note 5 - CHANGES IN CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2004 was as follows:

	Balance January 1, 2004	Additions	Balance December 31, 2004
Capital assets not being depreciated:			
Land	\$ 4,378	\$ -	\$ 4,378
Total capital assets not being depreciated	4,378	-	4,378
Capital assets being depreciated:			
Buildings	632,243	-	632,243
Machinery and equipment	947,251	12,561	959,812
Office furniture, fixtures and equipment	28,534	2,098	30,632
Total capital assets being depreciated	1,608,028	14,659	1,622,687
Less accumulated depreciation for:			
Buildings	(271,280)	(15,162)	(286,442)
Machinery and equipment	(611,370)	(61,146)	(672,516)
Office furniture, fixtures and equipment	(18,420)	(3,154)	(21,574)
Total accumulated depreciation	(901,070)	(79,462)	(980,532)
Total capital assets being depreciated, net	706,958	(64,803)	642,155
Total capital assets, net	\$ 711,336	\$ (64,803)	\$ 646,533

Note 6 – ACCOUNTS PAYABLE AND ACCRUED EXPENDITURES

Accounts payable and accrued expenditures at December 31, 2004 consisted of the following:

Vendors	\$ 4,750
Salaries and benefits	5,571
Protest taxes	28,650
Other	<u>229</u>
Total	<u>\$39,200</u>

Note 7 - DEFINED BENEFIT PENSION PLAN

Plan Description - The District contributes to the Firefighters' Retirement System of Louisiana (the System), a cost-sharing multiple-employer defined benefit public retirement system, which is controlled and administered by a separate Board of Trustees. The System provides retirement, deferred and disability benefits, survivor's benefits and cost of living adjustments to plan members and beneficiaries. Act 434 of the 1979 Louisiana Legislative Session established the plan. The System is governed by Louisiana Revised Statutes 11:2251 through 11:2269, specifically, and other general laws of the State of Louisiana. The System issues a publicly available financial report that includes financial statements and required supplementary information for the System. The report may be obtained by writing to Firefighters' Retirement System of Louisiana, 2051 Silverside Drive, Suite 210, Baton Rouge, LA 70808-4136.

Funding Policy - Plan members are required to contribute 8% of their earnable compensation and the District is required to contribute at an actuarially determined rate. For the year ended December 31, 2004 the rate the district contributed was 21%. The contribution requirements of plan members and the District are established and may be amended by state statute. The District's contributions to the System for the years ending December 31, 2004, 2003 and 2002 were \$25,465, \$19,381, and \$ 10,689, respectively, equal to the required contributions for each year.

Note 8 - POSTRETIREMENT HOSPITALIZATION AND LIFE INSURANCE BENEFITS

The District provides for the payment of hospitalization and life insurance premiums for one retired employee as approved by the Board. The District will fund the entire premium for all employees retiring with at least ten years service or retiring from the formal retirement systems. A retired employee may be provided dependent hospitalization coverage at a cost depending on their retirement date. The cost of providing this benefit is recognized as expenditure as premiums are paid. For the year ended December 31, 2004, those costs amounted to \$4,444.

Future liabilities under the District's plan for potentially eligible employees are dependent upon the age and length of service of those employees. The average employee age and service years are not available. At December 31, 2004, the average hospitalization and life insurance costs were approximately \$370 per month.

Note 9 - SUPPLEMENTAL PAY

In addition to the compensation paid to the District's employees, firemen may be eligible to receive supplemental pay. The amount of the compensation is determined by State Law and is revised periodically.

As per Louisiana Revised Statute 33:2002, any full-time, regular employee of the parish fire protection district who is hired after March 31, 1986, who has passed a certified firemen's training program equal to the National Fire Protection Association Standard 1001 and who is paid three hundred dollars per month from public funds is eligible for supplemental pay. These full-time employees are carried on the payroll paid from funds of the parish obtained through lawfully adopted bond issues or lawfully assessed taxes, either directly or through a board or commission set up by law or ordinance. Employees employed by the District are not eligible for supplemental pay if they are presently drawing a retirement or disability pension, clerical employees and mechanics and for those employees who have not passed a certified firemen's training program but are hired after March 31, 1986. State supplemental pay for firefighters must be taken into account in calculating firefighters longevity pay, holiday pay and overtime pay. The period of service for computing additional compensation includes prior service of employees who have returned or who hereafter return to such service provided that service in any parish or fire protection district fire department shall be used in computing such prior service which includes full-time employees of a volunteer fire department.

Note 9 - SUPPLEMENTAL PAY (Continued)

For the year ended December 31, 2004, the District has recognized revenue and expenditures of \$13,830 in salary supplements that the State of Louisiana has paid directly to the District's employees.

Note 10- RISK MANAGEMENT

The District is exposed to various risks of loss related to workers' compensation; torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters and group health benefits for which the District participates in the Parish's risk management program for general liability, workers' compensation, group insurance, property and auto liability. No settlements were made during the year that exceeded the District's insurance coverage. The District's premiums for general liability are based on such factors as its operations and maintenance budget, exposure and claims experience. The Premiums for workers' compensation based on a fixed percentage of payroll. The District's premiums for group health insurance are based on a fixed rate per employee. The premiums for auto liability are based on the claims experience, vehicle type and mileage. The premiums for property are based on the District's property value to the total of all the property value covered. The Parish handles all claims filed against the District. The District could have additional exposure for claims in excess of the Parish's insurance contracts as described below:

<u>Policy</u>	<u>Coverage Limits</u>
General Liability	\$6,500,000
Workers' Compensation	Statutory
Property	\$100,000,000
Auto Liability	\$6,500,000

Coverage for general liability claims in excess of the stated limits above are to be funded first by assets of the Parish's risk management internal service fund, \$1,501,126 at December 31, 2003, then secondly by the District. The Parish is self insured for the first \$125,000 of each claim relating to group health. The aggregate deductible of all group claims for 2003 was \$11,302,391. Insurance contracts cover excess liability, up to \$1,000,000 on individual claims. Each covered employee is subject to a lifetime maximum claims in excess of the above coverage limits. Expenditures for premiums to the Parish for insurance coverage during the year ended December 31, 2004 totaled \$71,294.

Note 11- COMPENSATION OF BOARD MEMBERS

The following amounts were paid to Board Members for the year ended December 31, 2004:

<u>Board Members:</u>	<u>Number of Meetings Attended:</u>	<u>Per Diem:</u>
Kevin Belanger	9	\$ 270
Daniel Duct	3	90
Byron Eells	11	330
H.L. Hawthorne	7	210
Russell Hebert	8	240
Gale LeBouef	7	210
Louis Prosperie, Jr.	11	<u>330</u>
Total		<u>\$1,680</u>

SPECIAL REPORTS OF CERTIFIED PUBLIC ACCOUNTANTS



Bourgeois Bennett

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Commissioners,
Terrebonne Parish Fire District No. 6,
Montegut, Louisiana.

We have audited the basic financial statements of Terrebonne Parish Fire District No. 6 (the District), a component unit of Terrebonne Parish Consolidated Government, as of and for the year ended December 31, 2004, and have issued our report thereon dated May 31, 2005. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinions on the financial statements and not to provide an opinion on the internal control over financial reporting. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control over financial reporting that might be material weaknesses. A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over financial reporting and its operations that we consider to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended for the information of the Board of Commissioners, management, the State of Louisiana and the Legislative Auditor for the State of Louisiana and is not intended to be and should not be used by anyone other than these specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Bourgeois Bennett, L.L.C.
Certified Public Accountants.

Houma, Louisiana,
May 31, 2005.

SCHEDULE OF FINDINGS AND RESPONSES

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

Section I Summary of Auditor's Results

a) Financial Statements

Type of auditor's report issued: qualified

Internal control over financial reporting:

- Material weakness(es) identified? ☐ yes ☒ no
- Reportable condition(s) identified that are not
considered to be material weaknesses? ☐ yes ☒ none reported

Noncompliance material to financial statements noted? ☐ yes ☒ no

b) Federal Awards

Terrebonne Parish Fire District No. 6 did not receive federal awards during the year ended December 31, 2004.

Section II Financial Statement Findings

No financial statement findings were noted during the audit for the year ended December 31, 2004.

Section III Federal Award Findings and Questioned Costs

Not applicable.

REPORTS BY MANAGEMENT

SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

Section I Internal Control and Compliance Material to the Basic Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2003.
No reportable conditions were reported during the audit for the year ended December 31, 2003.

Compliance

No compliance findings material to the basic financial statements were noted during the audit for the year ended December 31, 2003.

Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Fire District No. 6 did not receive federal awards during the year ended December 31, 2003.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2003.

MANAGEMENT'S CORRECTIVE ACTION PLAN

Terrebonne Parish Fire District No. 6

For the year ended December 31, 2004

Section I Internal Control and Compliance Material to the Basic Financial Statements

Internal Control

No material weaknesses were reported during the audit for the year ended December 31, 2004.
No reportable conditions were reported during the audit for the year ended December 31, 2004.

Compliance

No compliance findings material to the basic financial statements were noted during the audit for the year ended December 31, 2004.

Section II Internal Control and Compliance Material to Federal Awards

Terrebonne Parish Fire District No. 6 did not receive federal awards during the year ended December 31, 2004.

Section III Management Letter

A management letter was not issued in connection with the audit for the year ended December 31, 2004.